



**GREEN LAKE COUNTY
OFFICE OF THE COUNTY CLERK**

*Margaret R. Bostelmann, WCPM
County Clerk*

*Office: 920-294-4005
FAX: 920-294-4009*

***Personnel Committee
Meeting Notice***

Date: November 15, 2007 Time: 3:00 PM

Location: County Board Room, Courthouse, Green Lake WI

AMENDED AGENDA

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| <ol style="list-style-type: none">1. Call to Order2. Certification of Open Meeting Law3. Agenda4. Minutes 10/11/075. Public Comments 3 min limit6. Correspondence7. Appearances8. Carryover vacations9. Filling vacant positions<ul style="list-style-type: none">• CRD Position Extension10. Update Psychiatric Nurse Description11. Review Job Descriptions – Purchasing Agent/ Maintenance Department12. HR Report<ul style="list-style-type: none">• Review Hiring Freeze policy• Discuss request from Finance to pursue hiring Personnel Dir/Co. Adm.• Review of cost savings idea/letter to Finance• CD entitled "Lifecycle of a Public Employee"• Time Clock for Maintenance and Highway• Review proposed Maintenance Shift Schedule• Employed Caregiver Survey | <ol style="list-style-type: none">13. Resolutions/Ordinances14. Clerk Report<ul style="list-style-type: none">• Relating to Agenda Items• Whole Life Insurance15. Monthly Vouchers16. Move into closed session per ss.19.85(1):
(c) Evaluations, Personnel Matters, and AFSCME Contract Disputes. (g) Confer with Legal Counsel17. Resume open session18. Announce Findings of Closed Session19. Committee Discussion<ul style="list-style-type: none">▪ Future Meeting Date▪ Future Agenda items for action and discussion20. Adjourn |
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Kindly arrange to be present, if unable to do so, please notify our office.

Sincerely,
Margaret R. Bostelmann
County Clerk

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.



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